

14. PERSONAL QUALITIES	NOT OBSERVED	OUTSTANDING			EXCELLENT			GOOD		
a. LEADERSHIP Ability to plan, direct and guide the development and operation of the service; ability to solve complex problems of highest management through proper use of staff and facilities; integrity of purpose and character, ability to inspire confidence.		9	8	7	6	5	4	3	2	1
b. HUMAN RELATIONS Ability to establish good relations with the highest levels of national, local and service leadership; ability and poise in meeting social and ceremonial obligations; interest in the personal welfare and development of subordinates; interest in service policies and programs having to do with individual welfare and development; ability to lead in a humane, cooperative and morally responsible fashion.		9	8	7	6	5	4	3	2	1
c. PROFESSIONAL KNOWLEDGE Knowledge of the service, its roles and missions; knowledge of the command to which he is assigned; knowledge of the service's relationship with international, national, state and local governments, other armed services and federal agencies, private industry and unions, and with various other organizations with which he may have to deal.		9	8	7	6	5	4	3	2	1
d. JUDGEMENT Ability to recognize and select the important problems for action; ability to combine intelligence, knowledge, a sense of the possible and a sense of the practical in guiding the management of the service.		9	8	7	6	5	4	3	2	1
e. FORCE Proper control of positive motivation; moral courage; loyalty to superiors and subordinates; loyalty to service and country; ability to take initiative; courage of his convictions but willingness to abide by and live with official decisions that run counter to his own.		9	8	7	6	5	4	3	2	1
f. INITIATIVE Motivated to increase the Coast Guard's contributions to the nation by introducing and implementing worth while ideas, innovations, and new developments, both his own and those of subordinate. Ability to follow through and control the direction, rate and effect of actions which he has initiated.		9	8	7	6	5	4	3	2	1
g. VIGOR Ability to work long or difficult hours; physical and psychological stamina; dynamic personality; ability to maintain high energy levels; indefatigability.		9	8	7	6	5	4	3	2	1
h. Overall evaluation of personal qualities. Composite of a through g.		9	8	7	6	5	4	3	2	1

15. **COMMENTS** (In this section a general appraisal of the officer should be developed which will integrate and round out the evaluation made elsewhere on this form.)

16. What has been the trend of his performance since your last report?							
FIRST REPORT	<input type="checkbox"/>	IMPROVING	<input type="checkbox"/>	STEADY	<input type="checkbox"/>	DECLINING	<input type="checkbox"/>
OFFICER	DATE	SIGNATURE	GRADE	SERVICE NO/SSN	TYPE OF POSITION		
17. PREPARING							

Reporting Officer Comments:

OFFICER	DATE	SIGNATURE	GRADE	SERVICE NO/SSN	TYPE OF POSITION
18. REPORTING					

Reviewing Officer Comments:

OFFICER	DATE	SIGNATURE	GRADE	SERVICE NO/SSN	TYPE OF POSITION
19. REVIEWING					

PRIVACY ACT STATEMENT

CG-4328D

REPORT ON THE FITNESS OF ADMIRALS

IN ACCORDANCE WITH 5 USC 552a(e)(3), THE FOLLOWING INFORMATION IS PROVIDED TO YOU WHEN SUPPLYING PERSONAL INFORMATION TO THE U.S. COAST GUARD.

1. *AUTHORITY* WHICH AUTHORIZED THE SOLICITATION OF THE INFORMATION: 14 USC SEC 633.
2. PRINCIPAL *PURPOSE(S)* FOR WHICH INFORMATION IS INTENDED TO BE USED: (1) TO DETERMINE AN OFFICER'S SUITABILITY FOR PROMOTION. (2) TO DETERMINE AN OFFICER'S JOB ASSIGNMENT.
3. THE *ROUTINE USES* WHICH MAY BE MADE OF THE INFORMATION: (1) COMPILE STATEMENTS OF SEA SERVICE. (2) EXTRACT STATISTICAL DATA.
4. WHETHER OR NOT *DISCLOSURE* OF SUCH INFORMATION IS MANDATORY OR VOLUNTARY (REQUIRED BY LAW OR OPTIONAL) AND THE EFFECTS ON THE INDIVIDUAL, IF ANY, OF NOT PROVIDING ALL OR ANY PART OF THE REQUESTED INFORMATION: DISCLOSURE OF THIS INFORMATION IS VOLUNTARY, BUT FAILURE TO PROVIDE THE INFORMATION COULD ADVERSELY AFFECT PROMOTION OPPORTUNITIES AND JOB ASSIGNMENTS.